



MINUTES

Strategic Planning Committee

DATE	February 16, 2005
TIME	1:30 PM
LOCATION	Education Board Room, 700 E Fifth Street, Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	
Birgit Baker, DETR		Alisanne Maffei, DoIT	✓
Allen Biaggi, CNR		Dave McTeer, Administration	✓
Mark Blomstrom, DoIT		Randy Potts, DoIT	✓
Steve Bremer, Wildlife	✓	Rex Reed, CNR	✓
Miles Celio, Military	✓	Keith Rheault, Education	
Chuck Chinnock, Taxation		Kathy Ryan, DoIT	
Robert Chisel, NDOT	✓	Terry Savage, DoIT	
Jackie Crawford, Corrections		Kay Scherer, CNR	
Terry Crawforth, Wildlife		Roger Sliva, DoIT	✓
Kim Foster, Personnel	✓	Scott Sisco, Cultural Affairs	
Jeanne Greene, Personnel		P. Forrest Thorne, PEBP	✓
Don Henderson, Agriculture		Giles Vanderhoof, Military	
Sara Jones, Cultural Affairs	✓	Doug Walther, B&I	✓
Ginny Lewis, DMV	✓	Mike Willden, DHR	

CALL TO ORDER

I Introduction

- Alisanne Maffei, DoIT, called the meeting to order.
- Kim Foster, Personnel, was introduced joining the committee meeting today for Jeanne Greene.
- Sara Jones, Cultural Affairs, noted the burden continuing with the ITSPC meetings during session; the group discussed how certain processes needed to continue and that a representative could be sent over the session calendar.

II Review and Approval of the Minutes

- After review of the January meeting minutes, it was moved to accept the minutes by Woody Thorne and seconded by Ginny Lewis. The minutes from January 13, 2005 were accepted as presented without changes.

III Review and Approval of the Consent Agenda

- During the review of the Nevada IT Operations Committee (NITOC) policy Woody Thorne, PEBP, presented two questions for clarification; these questions were addressed by Randy Potts, DoIT: the actual wireless minimum encryption specifications are to be included in another wireless policy to be presented to ITSPC in about one month and the impact statement presented for this policy review covers the changes with the addition of VPN only, not the entire policy statement. It was then moved to approve the consent agenda by Miles Celio and seconded by Doug Walther. The IT Security Committee Data Communications/Remote Connections Policy was accepted as written.
- Robert Chisel, NDOT, inquired where policy impact statements are maintained since NDOT was unable to obtain copies as yet for their office use. Randy Potts indicated he is working on obtaining them. Woody Thorne suggested collecting agency actual experiences from policy impact statements to be compared to the estimated costs at some point. The committee agreed and indicated this would be a good idea to pursue.

IV Presentation

- Randy Potts, Department of Information Technology (DoIT), presented the Executive Order: Security Plan and Critical Application Disaster Recovery Plan.
- The Security Budget was also presented by Randy Potts.
- Randy Potts also fielded some questions during both the exec order and budget presentation on how much support the agency would receive to do the plans. Randy stated that templates and other related materials as well as support are to be provided through DoIT. The group recalled the Critical Business Technology Assessment Project (CBTAP) presentation from January's ITSPC meeting. The ITSPC has follow-up presentations planned by Dave Miller, DoIT, on CBTAP at meetings later in the year that will strengthen this as well.

V Updates

- The e-payment enterprise project update was presented by Dave McTeer. The revised schedule was provided; DMV is now first scheduled for 3/13, B&I/ Real Estate scheduled for 3/23, and with the Treasurer waiting to test 3/28. Tax then is scheduled for 5/23. Important items of interest included (1) the need for a policy to support the epay process at some point with a single cut off time, and (2) the problem arising from the inability to limit the Visa/Master Card amount charged or impose a fee on excessive payment amounts.

- Alisanne Maffei notified the committee of the website coordination taking place with the international company (IT-Q) that is to conduct the upcoming DoIT customer satisfaction survey. The committee was informed that all DoIT customers are welcomed to take the survey and that the survey is anonymous.

VII Future Issues/New Business

VIII WRAP UP

- The next meeting of the IT Strategic Planning Committee will be scheduled for March 16, 2005 at 1:30 PM; Location State Library and Archives Board Room.

ACTION ITEMS

Item No.	Description	Assigned To
1.	Compile inputs for Enterprise IT Strategic Plan with Directors	Alisanne Maffei
2.	Collect and publish State Videoconferencing Equipment inventory	A. Maffei/ R. Sliva
3.	Provide updated summary of finalized FY 06/07 TIR's, done	Kathy Ryan
4.	Draft update for NITOC policy	Alisanne Maffei
5.	Update on Digital Certificates and Digital Signatures for Nevada	Alisanne Maffei
6.	Provide listing of IT Accounts	T. Savage/ A. Maffei
7.	Survey Internet Abuse Controls by State of Nevada agencies and other states, done	Alisanne Maffei/ Research Unit
8.	Review the highway fund treatment for microwave projects	Alisanne Maffei
9.	Compile listing of IT related BDR's, ongoing	T. Savage/ A. Maffei

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Nevada Communications Steering Committee website <http://ncsc.nv.gov/>

NITOC document index http://www.nitoc.nv.gov/document_index.htm#Operations

IT Strategic Planning Committee http://www.nitoc.nv.gov/index_planning.htm

First Data Corporation <http://www.firstdata.com/svcs.jsp>

Internet Filtering Software links:

St Bernard http://www.stbernard.com/products/iprism/products_iprism-reviews.asp

SurfControl <http://www.surfcontrol.com/>

8e6 <http://www.8e6technologies.com/>

Vericept <http://www.vericept.com/>

WebSense <http://www.websense.com>)